

CACFP Center Workshops: POST NEAR YOUR CALENDAR FOR REFERENCE

Workshops listed below are sponsored by the Bureau of Food and Nutrition (BFN) and are designed for CACFP Center Staff and Board Members. There is no charge for the CACFP workshops. Please register using the registration form by mail, fax, phone, or e-mail. ICN site locations may be subject to change. An ICN site will be cancelled if there are no registrations for the site 8 days prior to the workshop. ***NOTE:** Plan to arrive 15 minutes prior to the start of the workshop.

<u>Date</u>	<u>CACFP Center Workshop</u>	<u>Locations</u>
12/9/03 Tuesday	Record Keeping 9:00 a.m.-2:30 p.m.	Des Moines and ICN sites: Cedar Rapids, Council Bluffs, Decorah, Keokuk, Sioux Center
1/27/04 Tuesday	Basic Menu Planning & Food Production Records 9:00 a.m.-3:00 p.m.	Des Moines and ICN sites: Atlantic, Burlington, Cedar Rapids, Clear Lake, Elkader, Sioux City
2/11/04 Wednesday	Record Keeping 9:00 a.m.-2:30 p.m.	Des Moines and ICN sites: Creston, Dubuque, Mason City, Sigourney, Storm Lake
2/18/04 Wednesday	Feeding Infants in CACFP 9:00 a.m.-12:00 p.m.	Des Moines and ICN sites: Carroll, Cedar Rapids, Council Bluffs, Clear Lake, Davenport, Decorah, Fairfield, Sioux Center, Sioux City
3/24/04 Wednesday	Adult Care in CACFP 9:00 a.m.-noon	Des Moines and ICN sites: Charles City, Dubuque, Iowa City, LeMars
4/13/04 Tuesday	Record Keeping 9:00 a.m.-2:30 p.m.	Des Moines and ICN sites: Davenport, Denison, Fairfield, Sheldon, Waverly
5/4/04 Tuesday	Basic Menu Planning & Food Production Records 9:00 a.m.-3:00 p.m.	Des Moines and ICN sites: Calmar, Council Bluffs, Davenport, Fairfield, Iowa Falls, Storm Lake
6/1/04 Tuesday	Record Keeping 9:00 a.m.-2:30 p.m.	Des Moines and ICN sites: Burlington, Carroll, Cedar Rapids, Emmetsburg, Waterloo
7/20/04 Tuesday	Record Keeping 9:00 a.m.-2:30 p.m.	Des Moines and ICN sites: Calmar, Cherokee, Clinton, Council Bluffs, Fort Dodge, Washington
8/17/04 Tuesday	Free & Reduced-Price Application Q&A 8:30 a.m.- 10:30 a.m.	Des Moines and ICN sites: Carroll, Cedar Rapids Council Bluffs, Davenport, Mason City, Fairfield, Orange City, West Union
8/17/04 Tuesday	CACFP Application Renewal Q&A 10:45 a.m. -12:45 p.m.	(Same locations as above. You can register separately for these 2 workshops.)
9/14/04 Tuesday	Record Keeping 9:00 a.m.-2:30 p.m.	Des Moines and ICN sites: Cedar Falls, Clarinda, Dubuque, Iowa City, Sioux City
10/13/04 Wednesday	Record Keeping 9:00 a.m.-2:30 p.m.	Des Moines and ICN sites: Davenport, Harlan, Spencer, Ottumwa, West Union
10/19/04 Tuesday	Basic Menu Planning & Food Production Records 9:00 a.m.-3:00 p.m.	Des Moines and ICN sites: Cedar Falls, Cherokee, Harlan, Ottumwa, Tipton, Webster City

Save these dates for Special Summer Workshops and Conferences:

Separate registration forms will be sent for these workshops and conferences. There will be a registration fee for each.

6/29/04	Infant Nutrition	Sponsored by WIC and Bureau of Food and Nutrition
6/30/04	Preschool Nutrition	Sponsored by WIC and Bureau of Food and Nutrition
7/13-14/04	CACFP Food Service Short Course	Sponsored by Bureau of Food and Nutrition

✓ **Watch your mail or our WEB site for additional summer workshops.**

**Child and Adult Care Food Program
Center Workshop Registration Form
Fiscal Year 2003-2004**

Instructions:

Return your completed registration to the address below as soon as possible or at least twenty (20) days prior to the workshop. A confirmation letter including the ICN site address and directions will be mailed to you 7 to 10 days prior to the workshop. An ICN site will be cancelled if no one has registered 8 days prior to the workshop. Make additional copies of this page if needed. ***Please print or type*** the name of the Center Workshop, ICN location, date, and person(s) attending for each workshop.

CACFP Agreement Number _____ Phone Number _____

Director's Name _____

Organization Name _____

Mailing Address _____ City/State/Zip Code _____

	<u>Workshop Name</u>	<u>Location</u>	<u>Date</u>	<u>Person(s) Attending</u>
1.	_____	_____	_____	_____ _____ _____
2.	_____	_____	_____	_____ _____ _____
3.	_____	_____	_____	_____ _____ _____

Please list specific questions you have related to the topic of the workshop you are attending:

Return the completed registration form and questions to:

Janelle Loney
Bureau of Food and Nutrition
Iowa Department of Education
Grimes State Office Building
Des Moines, Iowa 50319-0146
e-mail: janelle.loney@ed.state.ia.us
Phone: 515-281-5356
FAX: 515-281-6548

This registration form is also on our WEB site: <http://www.state.ia.us/educate/ecese/fn/>

Fold line to mail registration. Tape or staple to close flyer.

Stamp

Janelle Loney
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Iowa Department of Education
Grimes State Office Building
Des Moines, Iowa 50319-0416